

Minutes of the Meeting

Warfield Parish Council

25 August 2010

Present: Councillors: Ms Healy (Chairman), Barnard, Gates, Fitzwilliams, N Jones, Mrs Menon, Parks, Taylor and Towle.

1. Apologies for absence Councillors Harrison, M Jones and Mrs Ingham.

2. Declarations of interest

It was noted that Councillor Barnard has a standing interest as a Borough Councillor but no direct pecuniary interest in any matter to be discussed. There were no declarations of a personal or prejudicial interest in respect of any matter to be considered at the meeting.

3. Minutes of the meeting held on 21 July 2010

It was RESOLVED that the minutes be approved as a correct and accurate record and signed by the Chairman.

4. Matters arising from this meeting

- a. Item 4a Parish Councillor vacancy – ongoing, vacancy notice displayed in office.
- b. Item 4b Adoption of red kiosk in Warfield Park – ongoing, approval of Park Trustees is required.
- c. Item 4d Borough Solicitor visit – it was noted that this has been deferred until 2011 as the Standards Board is likely to be abolished.
- d. Item 8 Bracknell Forest Crime and Disorder Reduction Partnership Protocol for the Exchange of Information – it was noted that registration with the Information Commissioner is required. This is in hand.
- e. Bracknell Forest Licensing Policy Statement – ongoing, Councillor Healy to complete.
- f. Priory Lane resident concern – ongoing, Councillor Healy to respond.

5. The Brownlow Memorial Hall

The minutes of the August meeting had been previously circulated. Councillor Fitzwilliams drew Members attention to the following:

5. The Brownlow Memorial Hall continued

- Using Concept Letting agency the Flat has been successfully let to a private tenant. The new tenant has signed a 3 year contract at a monthly rent of £750. A leak under the bath had gone undetected for some time and a ceiling has been damaged and will need replacing.
- At a meeting with the Brownlow Memorial Hall Trust Trustees the process for agreeing a rent review was discussed. In 2014 a valuation will be obtained from the District Valuer and this will be the basis for the rent negotiations. The next rent review is due in 2015. No restrictions will be placed on a residential letting as it is considered better for hall security if the flat is occupied. Providing the agreement with the new tenant is on similar terms to that of the previous tenant no additional share of the rent will be due. Should the property be let commercially the Trustees would expect an increase based on the previously agreed arrangement.
- The new vicar of St Michaels is due in September and he is expected to join the Management Committee in due course.

It was RESOLVED that the minutes of the Management Committee meeting held on 4 August 2010 be formally adopted. All agreed.

6. Planning Matters

- a. The minutes of the Planning Committee meeting had been previously circulated. Councillor Taylor, Chairman drew Members attention to the following matter:
 - Planning & Highways Committee 26 August – Councillors Ms Healy and Parks will be attending the meeting when the Moss End Farm and Garden Centre planning applications will be considered.
- b. It was RESOLVED that the minutes of the meeting held on 9 August 2010 be formally adopted. All agreed.

7. Accounts

- a. The minutes of the Finance Committee meeting held on 18 August 2010 had been previously circulated. Councillor Jones drew Members attention to the following:
 - Item 4a Councillors Group Legal Protection – the Borough Solicitor has confirmed that cover is not really appropriate and therefore no further action will be taken.
 - Item 5 Treasurer's Monthly Checks – a new procedure has been agreed.
 - Item 6 Review of bank accounts – the Bank of Ireland account will be closed and the funds transferred to the NatWest account.
 - Item 7 Matters arising from Accounting Solutions seminar – it was noted that in future details of payments will be listed for information only. Payments which require use of contingency or reserves will continue to need full Council approval.

7. Accounts continued

| <u>Accounts paid since 21/7/10</u> | | |
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| Ms L Winton | Caretaker wages July | 359.50 |
| BT Payment Services Ltd | Office | 175.64 |
| K & L Heating & Bathrooms Ltd | Office replacement water heater | 283.82 |
| Mr & Mrs Bagwell | Deposit return and contribution towards dishwasher | 600.00 |
| ABA (Construction) Ltd | Play area inspections Memorial Ground £102.44 & Brownlow Hall £18.69 | 120.73 |
| Bracknell Forest Council | Wren delivery £605.80 & annual sponsorship roundabout £550 | 1155.80 |
| Inland Revenue | Tax & NI Clerk | 489.65 |
| Mazars LLP | External audit | 646.25 |
| Bracknell Pest Control Ltd | Brownlow Hall | 35.25 |
| Fowler Combustion Co Ltd | Brownlow Hall | 388.34 |
| Bowak Ltd | Brownlow Hall consumables | 117.43 |
| Canon Fire Protection | Brownlow Hall | 101.38 |
| Suds Window Cleaning | Office | 17.63 |
| <u>Accounts paid since 18/08/10</u> | | |
| Index Security | Brownlow Hall | 95.18 |
| Mr B Lloyd Jones (Woodsman Tree Surgery) | Brownlow Hall | 700.00 |
| ABA (Construction) Ltd | Play area inspections Brownlow Hall | 18.69 |
| Bowak Ltd | Brownlow Hall consumables | 7.32 |
| Roy Basten | Brownlow Hall redecoration | 1625.00 |
| Mrs J G Harding | Reimbursement expenses | 67.27 |
| Ms L Winton | Caretaker wages August | TBA |
| Suds Window Cleaning | Brownlow Hall | 47.00 |
| Warfield Plumbing & Heating | Brownlow Hall Flat | 82.25 |
| Merry Electrical Ltd | Brownlow Hall: periodic electrical inspection & hand drier service £381.88, office remedial works £282, Flat periodic electrical inspection & install socket £399.50 | £1063.38 |

b. It was RESOLVED that the minutes of the meeting held on 18 August 2010 be formally adopted. All agreed.

c. The budget sheet had been previously circulated there were no questions.

8. To determine how the Parish Council will respond to the consultation document: Local Referendums to Veto Excessive Council Tax Increases

The Department for Communities and Local Government is seeking views on a proposal to allow local referendums to veto excessive council tax increases as an alternative to capping by central government. After discussion it was noted that although Members felt it was important for residents to be involved in local decision making the Parish Council would not wish to be constrained by a referendum.

8. To determine how the Parish Council will respond to the consultation document: Local Referendums to Veto Excessive Council Tax Increases continued

Referendums could prove costly and could restrict smaller Parish Councils ability to undertake projects. It was agreed that Councillor Parks would respond on behalf of full Council.

9. To consider referendum – Bracknell Forest Council’s loss of funding and the consequences for Warfield’s precept

It was noted that Councillor Taylor had requested this item. He explained that the process would require 10 electors to request that a question should be consulted upon and a parish meeting must be held. The process would be expensive and would cost the same as an election. He therefore withdrew the proposal and suggested that should consultation be considered necessary then it should be undertaken via the Warfield Wren.

In anticipation of Bracknell Forest Council’s spending review announcement later in the year Councillor Barnard suggested that consideration be given to taking on activities which might be vulnerable to cuts i.e. the management of local play areas. After discussion it was agreed that the Finance Committee would review the potential need for a higher contingency for 2011/2012 based on a case study of capital and revenue cost for all Warfield play areas.

10. Berkshire Healthcare consultation – options for future local mental health hospital care

Berkshire Healthcare is seeking views on options for improving mental health inpatient facilities in East Berkshire. After discussion it was decided that Members would respond to the consultation individually.

11. Representative Reports

Northern Arc Action Group Meeting – Councillor Parks had represented the Parish Council at a recent meeting. He advised that he hopes to steer the group away from opposing the planned development into challenging the headline housing figure adopted by Bracknell Forest Council and also highlight the huge shortfall in affordable housing.

Borough Councillor – Councillor Barnard advised that the Core Strategy housing numbers are unlikely to change particularly as central government is funding local authorities to maximise the number of additional houses to be built.

Frost Folly – Councillor Fitzwilliams reported a serious cannabis problem on site. The neighbourhood police team will be informed but in the meantime the car park will be locked early to deter misuse.

11. Representative Reports continued

Arts Week – Reports of 2 Committee meetings were available. Plans are progressing well.

12. Correspondence

Correspondence was available for inspection. There was nothing in particular to note.

13. Date of next meeting

The date of the next meeting was confirmed as Wednesday, 22 September 2010.

14. Closure of the meeting

There being no further business the meeting was declared closed at 9.20pm.